

**DELAWARE CRIMINAL JUSTICE INFORMATION SYSTEM  
CRIMINAL JUSTICE USERS GROUP  
MEETING MINUTES  
MONDAY August 13, 2018**

The DELJIS Criminal Justice Users Group was held at Dover Police Department in the Public Assembly Room, 400 South Queen Street, Dover, DE. Mr. McCloskey called the meeting to order at approximately 10:10 a.m.

Those in attendance included:

Earl McCloskey	DELJIS	Chris Menge	Dover PD
Lynn Gedney	DELJIS	Dep. Chief Fox	State Fire Marshal
David Elwood	DELJIS	Marian Bhate	ODS
Duttaluru Divya	DELJIS	Sgt Jeff Gares	UDPD
Ray Sammons	DELJIS	Chris Chandler	UDPD
Nina Dietrich	DELJIS	Lt. Gregg Shelton	Elsmere PD
Isabella Kaplan	DTI	Capt. B. Parsons	DSP/SBI
Lisa Seymour	DSP/SBI	Ava Carcirieri	Family Court
Mary Sheppard	SBI/DSP	Renee Rigby	DSP/HQ
Susan Hearn	Superior Court NCC		

**I. REVIEW OF MEETING MINUTES**

A motion was made by Ms. Seymour to approve the June 11, 2018 DELJIS CJ Users Group meeting minutes and seconded by Capt. Parsons. All approved. Motion carried.

**II. REVIEW OF AUTOMATED SYSTEM USAGE**

Mr. McCloskey referenced Attachment B in the meeting handouts and reviewed the automated system usage statistics report with the attendees.

**III. DISCUSSION ITEMS**

- a. Review of DELJIS Status Report – Mr. McCloskey reviewed the DELJIS Project Status Report with the attendees, referring to Attachment C. Mr. McCloskey noted that no new projects were added since the last meeting.

Lethal Protection order house bill 302 & 222 is fast approaching, Lynn Gedney is working hard getting this project complete, which includes a new LIESS function and court process.

Mr. McCloskey stated the Drug addiction action committee has requested that DELJIS create a module in LEISS for a Drug Intervention Program. The functionality will include the NARCAN form and will be automatically sent as part of the procedure if checked that it had been administered.

Mr. McCloskey announced that DELJIS is posting a programmer position very soon to backfill the leaving of Joe Simmons. Felipe Padila is working with Joe to take over his ongoing projects.

Mr. McCloskey stated we still need to continue meeting about automating search warrants, we have had good feedback from JP court but are still getting expert advisement from the DOJ on the legal requirements for LEISS.

The new VINE software will be going live on August 29, 2018 if the testing goes well this week.

Mr. McCloskey asked if anyone had any questions.

- b. NIBRS – Ms. Seymour UCR/NIBRS stated the FBI has a new system and they are looking for errors and now contacting police officers to correct them.
- c. LEISS – Mr. Elwood stated that the DELJIS is still working on the Drug Intervention Program for the Drug Addition Action Committee. They are also working to change the crime wizard when you are modifying the form.
- d. E-Ticket/E-Crash – Mr. McCloskey stated the Office of Highway Safety wants the longitude and latitude included on e-Ticket but we are still on hold at this time. This information would greatly enhance saturation patrol and highway safety. The locator tool cannot automatically start in E-ticket so the longitude and latitude is not currently available like it is in LEISS. DELJIS reached out to the current vendor, DELASOFT, to explore options to address this issue. If this cannot be addressed, DELJIS will have to consider completely rewriting the E-ticket application.

#### **IV. OLD BUSINESS**

Video Phone Warrants presentation was given by Duttaluru Divya and Dave Elwood to show how the phone warrant system is working. They are currently using it in JP court and have had great success. Now all warrants will be in a queue and any Judge in Delaware will be able to access them. A few officers have tested the system. They will need to have a police report started and have a warrant number. Officers will receive an email once the warrant has been approved or denied and then they can go back into LEISS and print the signed warrant.

Mr. Shelton brought up the pedigree form and how training will be handled. Mr. Elwood stated the pedigree will need to be scanned and attached and the only changes for the officers are: the affiant must be an officer, they need to check video form and they must enter a phone number.

**V. NEW BUSINESS**

Mr. McCloskey stated DSP requested that we make some language changes to the Accident Collision Report Form, so the form will have a collision report fee and fatality collision report fee.

**VI. PUBLIC COMMENT**

There was no public comment.

**VII. ADJOURNMENT**

A motion was made by Ms. Seymour to adjourn the meeting and seconded by Mr. Sammons at approximately 10:50 a.m.

**THE NEXT CJ USERS MEETING IS OCTOBER 15, 2018 AT 10AM DOVER PD**